



Licensing Service, Chy Trevail, Beacon Technology Park, Bodmin, PL31 2FR

Application for a copy Personal Licence

If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink.

1. Your personal details	
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)	
Surname:	
Forenames:	
Details of Personal Licence Held:	
Licence No.	
Date of Expiry	
ADDRESS WHERE ORDINARILY RESIDENT (We will use this address to correspond with you unless you complete the separate correspondence box below).	
Post town	Post code
TELEPHONE NUMBERS	
Daytime	
Evening	
Mobile	
FAX NUMBER	
EMAIL ADDRESS (if you would prefer us to correspond with you by email)	

Address for correspondence associated with this application (if different to the address above)	
Post town	Post code

2. Details of loss, theft, damage, etc

I (insert full name) hereby apply for a copy of my Personal Licence which was [lost] [stolen] [damaged] [destroyed]. The circumstances under which the Personal Licence was [lost] [stolen] [damaged] are as follows:* [Delete as applicable]

* Where the Personal Licence has been lost or stolen the holder must give details of reporting that loss or theft to the Police.

Date Reported:

Police Station Reported to:

- I enclose fee of £10.50

3. Declaration

The information contained in this form is correct to the best of my knowledge and belief.

It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant, renewal, change of address or copy of a personal alcohol licence. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement.) To do so could result in prosecution and a fine not exceeding level 5 on the standard scale.

SIGNATURE		DATE	
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Licensing Services
Public Protection & Business Support
Cornwall Council
Telephone: 0300 1234 212

For official use only

Signed application form	
Details of loss/damage of Personal Licence	
Loss/theft reported to Police	
Cheque for £10.50 made payable to Cornwall Council	

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see www.cornwall.gov.uk/nfi